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FINAL REPORT

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VOLUME 5 DATA MANAGEMENT STUDY

APPENDIX K CONTRACTOR DATA PACKAGE DATA MANAGEMENT (DM)

PREPARED BY

H.C. THOMAS A.W. MORRIS J.E. NITSCHE R.I. TOFF

DATA MANAGEMENT Voyager Spacecraft System Project APPROVED BY

A. FRANK, COGNIZANT ENGINEER

DATA MANAGEMENT AND CONTROL TASK

VOYAGER SPACECRAFT SYSTEM PROJECT

PREPARED FOR

JET PROPULSION LABORATORY
CALIFORNIA INSTITUTE OF TECHNOLOGY
4800 OAK GROVE DRIVE
PASADENA, CALIFORNIA

UNDER JPL CONTRACT No. 951112



P.O. Box 8555 • Philadelphia, Penna. 19101

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INTRODUCTION

This appendix presents the Contractor Data Package (Data Item Matrix, Data Requirement Description, User Flow Diagram, Document Relationship Tree, and Frequency and Phasing Charts) for Data Management (DM).

These data relate to the overall management system for identifying, defining, reviewing, and controlling any data generated and/or used by Project elements.

The complete list of Contractor Data Package appendixes is as follows:

| Appendix A | - | Technical Description and System Engineering (SE) |
|-------------|------|---|
| Appendix B | - | Planetary Quarantine (PQ) |
| Appendix C | - | Manufacturing (MG) |
| Appendix D | - | Configuration Management (CM) |
| Appendix E | - | Quality Assurance (QA) |
| Appendix F | - | Test (TE) and Mission Operations (MP) |
| Appendix G | _ | Reliability Assurance (RA) |
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| | | and Financial (MF) |
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| Appendix L* | - | Facilities (FA) |
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| Appendix N* | - | Site Activation for Launch (AL) |
| Appendix O* | - | Science (SI) |
| Appendix P* | - | Related Project Interfaces (RP) |
| | | |

Advanced Missions (AM)

Appendix Q*

^{*} Appendixes L through Q prepared under Contract NAS 7-584

| | 1 of 3 | |
|------------------------|---|--|
| DATA ITEM Number | DATA ITEM DATA MANAGEMENT | DESCRIPTION |
| | LISTS | |
| DM - 001 | *Index, Schedule and Status Document Management | Consolidates information from DRD's in AD: responsibility for key actions and the schedu |
| DM- 020 | Index, Document Management Schedule and Status of Key Documents | Provides status against production mileston designated as Key by the Voyager System Of |
| DM- 002 | Index, Formal Data Items | Provides automatic data processing (ADP) t project and contractor information search a |
| DM- 003 | Index, Informal Data Items | An ADP tabulation of contractor-generated |
| DM- 004 | Index, Special Purpose | ADP print-outs from data bank to meet spec |
| DM- 005 | List, Contact Report | An automatic data processing print-out of a Provides summary information and enables |
| DM- 006 | List, Document Distribution | An ADP print-out showing approved distributor each data item. |
| | 2 CTATTERE C | |
| DM- 007 | *Minutes, Data Review Board Meetings | A record of Contractor Data Review Board |
| | | |
| | | |

^{*} KEY INFORMAL DATA

DATA ITEM LIST/USER MATRIX

| | | | | | | Α | .PPLI | CABIL | LITY | TO FRAC | FUNC TOR | TION | IAL I | USER | S |
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| | SE | PQ | MG | СМ | QA | TE | RA | LS | ма | sc | PC | MF | MP | DM | FA |
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| ' print-out form showing le for completing them. | - | - | _ | - | _ | _ | - | _ | - | U | - | - | - | A | - |
| s/schedules for documents fice. | - | - | _ | - | - | _ | - | _ | - | U | _ | - | - | A | - |
| bulation of formal data items for ad retrieval. | U | U | U | U | U | U | U | U | U | U | U | U | U | A | - |
| ocuments not covered by DRD. | U | U | U | U | U | U | U | U | U | U | U | U | U | A | - |
| ial user needs. | - | - | - | - | - | _ | - | - | - | - | - | - | - | A | - |
| ll contractor contact reports. retrieval of complete report. | - | _ | - | _ | - | - | - | - | U | _ | U | - | _ | A | _ |
| ition and related information | - | - | _ | - | - | _ | _ | - | - | _ | U | - | _ | A | - |
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| DATA ITEM Number | DATA ITEM | DESCRIPTION |
| | DATA MANAGEMENT | |
| | PLANS | |
| DM- 008 | Plan, Contractor Data Acquisition Flow | Shows relationship of data items to hardware and events on specialized user system flow of |
| DM - 009 | Plan, Data Management (Contractor) | Provides a summary of contractor's data macriteria and constraints governing identificatechnical and management data. |
| | | |
| | PROCEDURES | |
| DM- 010 | Procedure, Data Program Support | Defines criteria governing use of support se data management program. Describes data available and how to use them. |
| DM- 011 | Procedure, Data Systems, Controls and Records | Defines criteria governing mechanization of processing systems. Provides a compendiu for such systems. |
| DM- 012 | Procedure, Data Preparation, Submittal and Review | Defines criteria governing generation and accompendium of standards and procedures fo |
| DM 114 | Procedure, Establishment of Data Requirement | Describes means by which requirements for defined. Provides catalog of representative to base such determination and definition. |
| DM - 024 | Procedure, Data Program Training | Describes means for instructing contractor program as a management tool. Provides a training aids available for such instruction. |
| | RECORDS | |
| DM- 023 | *Project Information Request/ Release | Used for project correspondence within the contractor's data bank. Functional top appr |
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DATA ITEM LIST/USER MATRIX

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| and software activities agrams. | _ | - | - | - | - | _ | - | _ | A | - | - | - | - | R | - | |
| nagement policies, provides ion, definition, and control of | - | _ | - | - | - | _ | - | | РМ | - | _ | U | - | R | - | |
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| vices in implementation of nanagement services | U | U | U | U | U | U | U | U | U | U | U | U | U | A | - | |
| ata handling and data of specifications and procedures | U | U | U | U | U | U | U | U | U | U | U | U | U | A | _ | |
| uisition of data items. Provides a data item inspection and acceptance. | U | U | U | U | U | U | U | U | U | U | U | U | U | A | _ | |
| ata are determined and ata requirements on which | U | U | U | U | U | U | U | U | U | U | U | U | U | A | - | |
| rsonnel in use of data ollection of printed | U | U | U | U | U | U | U | U | R | U | U | U | U | A | - | |
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| ntractor's house, included in al (A) as appropriate. | U | U | U | U | U | U | U | U | U | U | U | U | U | R | - | |
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| A | AL | SI | RP | АМ | PRINCIPAL SUB- CONTRACTORS | MAJOR SUB- CONTRACTORS | KEY SUBCON AND VENDORS | OTHER VENDORS | KEY SUPPLIERS | KEY SUBSUPPLIERS | CONFIGURATION CONTROL | CONFIGURATION MANAGEMENT | DATA REVIEW | DESIGN REVIEW | FAILURE REVIEW | INTEGRATED SAFETY | INTEGRATED TEST | MAKE OR BUY | MATERIAL REVIEW | SOURCE EVALUATION | SOURCE SELECTION |
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| | 3 of 3 | |
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| DATA ITEM NUMBER | DATA MANAGEMENT | DESCRIPTION |
| | REPORTS | |
| DM- 015 | Report, Cost Accumulation Formal Data | Report of formal data costs. A periodic reporagainst each DRD. |
| DM- 016 | Report, Document Distribution Control | Automatic data processing printouts showing a data to authorized recipients, custodians, etc. |
| DM- 017 | Report, Facility Capability and Loading Data Reproduction Processing and Dissemination | Describes contractor capabilities for producti (ADP) and dissemination of data. Also include facilities. |
| DM- 018 | Report, Informal Data Audit | Reports audit activities of the data manager to production and cost of informal data. |
| DM- 019 | Report, Specialized User System Description | Describes specialized user systems, including of data handled, equipment, etc. |
| | REQUESTS | |
| DM- 021 | Distribution Change Request | Used to request changes to approved data distr |
| DM- 022 | DRD Change Request | Used to expedite formal requests for changes |
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^{*} KEY INFORMAL DATA

DATA ITEM LIST/USER MATRIX

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| ctual distribution of project | 1 | 1 | - | - | | | ı | - | - | + | U | | • | A | - |
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| | APPLICABILITY AT SUBCONTRACTOR/VENDOR/SUPPLIER LEVELS APPLICABILITY TO PROJECT BOARDS | | | | | | | | | | | | | | | | | | | | |
| SA | AL | SI | RP | АМ | PRINCIPAL SUB- CONTRACTORS | MAJOR SUB- CONTRACTORS | KEY SUBCON AND VENDORS | OTHER VENDORS | KEY SUPPLIERS | KEY SUBSUPPLIERS | CONFIGURATION CONTROL | CONFIGURATION MANAGEMENT | DATA REVIEW | DESIGN REVIEW | FAILURE REVIEW | INTEGRATED SAFETY | INTEGRATED TEST | MAKE OR BUY | MATERIAL REVIEW | SOURCE EVALUATION | SOURCE SELECTION |
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USER FLOW DIAGRAMS

Data Management (DM) User Flow Diagrams have been incorporated in the Voyager Data Management System Summary Flow Diagram shown in Section 4 of the basic report (Volume 5).

Data Management Requirement Descriptions

| DRD <u>Number</u> | Title |
|----------------------|--|
| DM-001 | *Index, Document Management Schedule and Status for Key Documents |
| DM-002 | Index, Formal Data Items |
| DM-003 | Index, Informal Data Items |
| DM-004 | Index, Special Purpose |
| DM-005 | List, Contact Report |
| DM-006 | List, Document Distribution |
| DM-007 | *Minutes, Data Review Board Meetings |
| DM-008 | Plan, Contractor Data Acquisition Flow |
| DM-009 | Plan, Data Management (Contractor) |
| DM-010 | Procedure, Data Program Support |
| DM-011 | Procedure, Data Systems, Controls and Records |
| DM-012 | Procedure, Data Preperation, Submittal and Review |
| DM-015 | Report, Cost Accumulation Formal Data |
| DM-016 | Report, Document Distribution Control |
| DM-017 | Report, Facility Capability and Loading Data Reproduction, Processing and Dissemination |
| DM-018 | Report, Informal Data Audit |
| DM-019 | Report, Specialized User System Description |
| DM-020 | Index, Document Management Schedule and Status of Key Documents |
| DM-021 | Distribution Change Request |
| DM-022 | DRD Change Request |
| DM-023 | *Project Information Request/Release |
| DM-024 | Procedure, Data Program Training |
| DM-114 | Procedure, Establishment of Data Requirements |

^{*} Key Informal Data

| VOYAGER DATA REQUIREMENT DESCRIPTION | | | | | DRD APPROVED BY | : | DATE: | DATA CATEGORY | |
|--|----------------|---|-------------|---------|---------------------------------------|------------------------------------|---------------------|------------------|--------------|
| VOYAC | SER DAIA R | EQUIREMENT DESCI | RIPTION | | | | | | |
| ORGANIZATION ORIGINATING | CODE: C | FFICE RESPONSIBL | E FOR DRD: | CODE | DRD PREPA | RED BY: | DATE: | CONTRACT | DRD NO.: |
| REQUIREMENT: | DM | | | | J. E. 1 | Nitsche | 7/28/67 | NO.: | DM-001 |
| TITLE OF DOCUMENT: | | | | | | ORGANIZATION RE | | TASK OR | DRL ITEM |
| | | | | | | FOR DOCUMENT P | | SUBTASK: | NO.: |
| *INDEX, DOCU | MENT : | MANAGEME | NT SCH | EDU: | LE AND | Data Manage | ement | | |
| | | STATUS | | | | ORGANIZATION RE FOR DOCUMENT RE | | DRL NO. | LEVEL NO. |
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PAGE I OF 3

JPL 2568 OCT 65

| VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET | | | | | | | | |
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| OUTLINE OF CONTENTS: | | | | | | | | |
| 1. The Document Management Schedule and Status Index is the master index for the document management schedule and measurements subsystem. It is maintained in tape and disc form (disc for activities scheduled to start within 1 year, tape for all other). Both are updated by punched cards as events are completed. | ** | | | | | | | |
| 2. The Index contains the following information on each data item; | | | | | | | | |
| a. Data item (DRD response) number (preassigned) | | | | | | | | |

c. Planned date of completion for each major activity

data processing, distribution, etc.

b.

d. Actual date of completion for each major activity.

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

Office (function) responsible for each major activity associated with satisfying

requirements of the DRD, i.e., preparation, production, reproduction, automatic

- 3. Each issue of the Index is in three sequences:
 - a. By Data Requirements List and DRL line number to enable determination of schedule and status for a specific document
 - b. By responsible organization to show the total load, specific data items, and milestones scheduled, completed, and overdue for each participating organization
 - c. By data item due date to show schedule and status of each data item against its planned issue date.

| VOYAGER DATA REQUIREMENT DESCRIPTION | | | | | | DRD APPROVED BY | : | D ATE : | DATA CATEGORY: |
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VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.: ${
m DM-}002$

A complete index shall be required each month. Supplements, showing additions and deletions, shall be issued weekly.

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

OUTLINE OF CONTENTS:

- 1. The Formal Data Items Index shall be divided into two parts, with each part applicably titled to correspond with the following:
 - Part I. Shall contain information applicable to those data items retained in the repository for which the organization is the project custodian.
 - Part II. Shall contain information applicable to those data items retained in the repository for which the organization is <u>not</u> the project custodian but is a user and/or DRD generator.
- 2. In addition to title and date of index issuance, each index shall contain the following information applicable to each data item in the repository.
 - a. DRD (response) number.
 - b. Data item title
 - c. Number of copies on hand
 - d. Data received by control library (repository)
 - e. Indication if reproducible master is on file
 - f. Date of primary reproduction if custodian
 - g. Date of secondary reproduction(s) if custodian
 - h. Number of copies reproduced (both primary and secondary) during current period and inception-to-date.

 (CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

- i. From whom received and number of copies or masters
- j. Number of copies on loan
- k. Minimum essential quantities required on hand (before reorder is required)
- 1. Name (or ID number) of custodian if Part 2 type data item
- m. Number of copies distributed during current period and inception-to-date
- n. Cross-indexing number if different from DRD (response) number.
- 3. Each part shall be divided into two subparts, with each subpart being identical in form, format and content. Each subpart shall, however, be in different sequences as following:
 - Subpart 1 Shall be sequenced in accordance with DRD number.
 - Subpart 2 Shall be alphabetically sequenced by data item title in accordance with the key word in context (KWIC) method.

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| ☐ RECORDING (TAPE OR DIS | SC) - ENGINEERING CHANGE | D PLAN | | APPLICABLE STA | INDARDS: | | |
| ☐ COMPUTER CARD | ORDER | ☐ PROC | EDURE | | | | |
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| | VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET | |
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| | Informal Data Items Index shall contain the following information pertinent to ermal data item: | eacn |
| a. | Data item identification number, if applicable. | |
| b. | Title | |
| c. | Identification of issuer. | |
| d. | Identification of recipient(s). | |
| e. | Date of issuance. | |
| f. | Data received by control library. | |
| g. | Number of copies on hand (in control library). | |
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| VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET |
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| OUTLINE OF CONTENTS: |
| 1. The Special Purpose Index shall present the following information for each data item in the |
| special request group: |
| a. Title. |
| b. Date of issue. |
| c. Date of latest revision. |
| d. Retrieval number. |
| e. Other information requested by user (if available and retrievable from Voyager |
| Data Bank). |
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| Complete distribution list shall be provided bi-monthly. Weekly supplements shall be issued to reflect changes, additions and/or deletions only. | |
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OUTLINE OF CONTENTS:

- 1. The Contractor Data Acquisition Flow Plan shall contain the following information:
 - a. Specialized user system flow diagrams which show the data outputs of and inputs to those hardware and software functions performed by each specialized user.
 - b. Narrative description of each specialized user system flow diagram.
 - c. Summary matrix which provides a tabular description of each flow diagram and shows all inputs and outputs of each specialized user data/information, use of such data, etc.

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| VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET | , |
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| OUTLINE OF CONTENTS: | |
| The Contractor Data Management Plan must prescribe, in detail, the organizations, systand procedures which best ensure compliance with the requirements of the Voyager Proposta Management Plan. Outline of plan content is as follows: | |
| Introduction (Rationale behind and overview of program and concept). Scope and applicability (What and whom the program covers and how). General policies and procedures (Data management as a management discipline a project requirement, as well as interface considerations.) | and as |

- 4. Organization of program elements (General organization at all levels, details of interfaces among organizations, and general delineation of responsibilities and authorities.)
- 5. Program administration (Details of administrative criteria and constraints, detailed delineation of responsibilities and authorities, and specification of mandatory data management techniques to be used.)
- 6. Program implementation (Details of operational critieria and constraints, allocation of assignments, detailed delineation of responsibilities and authorities, specification of monitoring and reporting requirements, and data PERT and cost accounting.)

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

- 7. Appendixes
 - a. Organizations
 - b. Administrative procedures
 - c. Forms

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| 1. | Introduction (Rationale behind procedure and how to use it. Relationship with other procedures). |
| 2. | Scope and applicability (What the procedure covers and who is to use it when). |
| 3. | General policies and procedures (Maximum use of existing personnel, equipment, and facilities, cost and time tradeoffs). |
| 4. | Designation of support organizations (Authorities and responsibilities). |
| 5. | Use of support services (Overall procedures, accounting, and reporting). |
| 6. | Appendixes: a. Capability register |

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

b. Proceduresc. Forms

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| 1. | Introduction (Rationale behind procedure and how to use it; relationship with other procedures). |
| 2. | Scope and applicability (What the procedure covers and who is to use it when). |
| 3. | General policies and procedures (Considerations affecting the selection and application of the various systems, controls, and records to be used for management of Voyager data; procedural criteria and constraints). |
| 4. | Information flow systems (Analytical considerations of system development; interface |

- 4. Information flow systems (Analytical considerations of system development; interface aspects; loading cycles; procedural controls).
- 5. Data transfer systems (Analytical considerations of system development; interface aspects; loading cycles; procedural controls).
- 6. Data accounting systems (Derivation of accounting and indexing schemes; input/output mechanisms; procedural controls; record-keeping requirements).
- 7. Appendixes:
 - a. Procedures
 - b. Flow diagrams
 - c. Indexes
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| | affecting preparation and production, selection and designation of submittal channels, |
| | reviewing authorities, etc.) |
| 4. | Preparation of data (Use of standards, procedures for allocation and review of work; quality and cost controls.) |
| 5. | Submittal of data (Delineation of submittal chains and procedures at various levels and |
| | in various organizations; means and mechanisms to be used for submittal.) |
| 6. | Review of data (Review criteria; technical review considerations; review cycles; procedures for inspection and acceptance; delineation of responsibilities and |
| | authorities.) |
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| VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET |
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| OUTLINE OF CONTENTS: |
| The Formal Data Cost Accumulation Report shall provide the following information concerning each line item DRD: |
| 1. Name and Federal Supply Code for Manufacturers (FSCM) of company making report |
| 2. Date of report. |
| 3. DRD number. |
| 4. Title of document form DRD. |
| Cost for each of the following activities for the period being reported: Generation |
| b. Production |
| c. Reproduction |
| d. ADP |

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

7. Number of data items issued in response to each DRD.8. Average cost for each DRD response (i.e., data item).

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Distribution Storage

6. Total cost to date for each DRD.

| . VOYAGER DATA REQUIREMENT DESCRIPTION | | | | | | DRD APPROVED B | Υ. | DATE: | DATA CATEGORY. | |
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| TITLE OF DOCUMENT: | | | | | | ORGANIZATION R FOR DOCUMENT R | | TASK OR SUBTASK: | DRL ITEM NO.: | |
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VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.: DM-016

Data items to be included on this report to be selected by customer and contractor.

Report may take the form of automatic data processing printouts.

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

OUTLINE OF CONTENTS:

The Document Distribution Control Report includes the following information:

- 1. Name of company and Federal Supply Code for Manufacturers (FSCM) making report.
- 2. Date of report.
- 3. Identification number(s) and title of data items.
- 4. Name and FSCM of originator.
- 5. Date of transmittal.
- 6. Name, function, and address of recipient(s).
- 7. Date of receipt.

DATA DATE DRD APPROVED BY CATEGORY. VOYAGER DATA REQUIREMENT DESCRIPTION DRD NO. DRD PREPARED BY: CONTRACT CODE: OFFICE RESPONSIBLE FOR DRD: CODE DATE ORGANIZATION ORIGINATING REQUIREMENT 7/28/67 DM R. Toff DM-017 ORGANIZATION RESPONSIBLE TASK OR DRI ITEM TITLE OF DOCUMENT FOR DOCUMENT PREPARATION: SUBTASK' NO.; REPORT, FACILITY CAPABILITY AND LOADING-DATA Data Management ORGANIZATION RESPONSIBLE LEVEL NO. REPRODUCTION, PROCESSING (AUTOMATIC DATA FOR DOCUMENT REPRODUCTION PROCESSING) AND DISSEMINATION. ORGANIZATION RESPONSIBLE FILE NO. FOR DOCUMENT DISTRIBUTION: TYPE OF DOCUMENT: 30 INFORMATION □ CONTROL DACTION DREFERENCE USE OF DOCUMENT ORGANIZATION RESPONSIBLE NO. OF COPIES: FOR DOCUMENT STOWAGE: 3 To inform the customer of utilization status of contractor facilities and for contractor control of loading. INFORMATION CUTOFF ESTIMATED MANHOURS FOR SINGLE PREPARATION: DATE OR MILESTONE: ESTIMATED COST (\$) DATE DATA DUE INTERRELATIONSHIP WITH OTHER DATA REQUIREMENTS: FOR SINGLE PREPARATION: TO USER: DM-009, Plan, Data Management (Contractor) FREQUENCY OF ISSUE PUBLICATION DATE: MA-012, Plan, Facility ANNUALLY SEMI-ANNUALLY ₽DR. QUARTERLY UPDATE (FREQUENCY BI-MONTHLY OR MILESTONE): X MONTHLY SEMI-MONTHLY CLASSIFICATION: ☐ GROUP I Not applicable BI-WEEKLY GROUP 2 SPECIAL HANDLING I SECRET WEEKLY ☐ NASA DISCREET ESTIMATED CONFIDENTIAL GROUP 3 D DAILY SECRET RESTRICTED DATA ☐ GROUP 4 ☐ JPL DISCREET EXPIRATION DATE: OTHERWISE, AS SPECIFIED PROJECT DISCREET CONFIDENTIAL RESTRICTED DATA PROPRIETARY D PUBLIC DOMAIN □ NOFORN **STUNCLASSIFIED** REFERENCE DOCUMENTS: KIND OF DATA: FORM OF DATA: M PRINTED DOCUMENT □ INSTRUCTION □ ABSTRACT ☐ CHART ☐ BROCHURE LETTER LIST CI DIAGRAM D BULLETIN □ LOG ☐ DRAWING ☐ CATALOG ☐ MANUAL ☐ CONTRACT ☐ FILM (STATIC OR MOTION) ☐ MEMORANDUM O DIRECTIVE I ILLUSTRATION MINUTES □ MODEL D DISCLOSURE APPLICABLE STANDARDS ☐ PLAN ☐ RECORDING (TAPE OR DISC) ☐ ENGINEERING CHANGE ☐ PROCEDURE ☐ COMPUTER CARD ☐ REQUEST FOR ENGINEER- ☐ REGULATION ☐ COMPUTER TAPE ING CHANGE PROPOSAL TO REPORT ☐ MICROFILM (W/OR W/O CARD) ☐ ENGINEERING CHANGE ☐ SCHEDULE ☐ SPECIFICATION PROPOSAL ☐ STANDARD ☐ HANDBOOK □ VOUCHER ☐ INDEX REVIEWS AND/OR APPROVALS REQUIRED: (LIST IN ORDER OF SUBMITTAL) DATE DATE PREPUBLICATION PROOF DRAFT SUBMIT FOR REVIEW TO: -BY SUBMIT FOR RY Manager, Data APPROVAL TO Management

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GE EXHIBIT DRD DM-017 VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET DRD NO.: SPECIAL INSTRUCTIONS: DM-017 SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW) OUTLINE OF CONTENTS: Part 1 of the Report shall contain the estimated capability of the contractor data handling facilities available to the Voyager Project, for the production, reproduction, processing (automatic data processing), and dissemination of formal data. Part 2 shall contain the actual loading for the past month and the predicted loading for the next 6 months of the facilities included in Part 1. This part shall also contain an estimate of the excess capacity available to the Project for the assignment of

(CONTINUE ON THIRD SHEET, IF NECESSARY, AND AFFIX TO THIS DRD.)

additional Voyager data reproduction work.

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| VOYAGER DATA REQUIREMENT DESCR | IPTION - 2ND SHEET |
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| OUTLINE OF CONTENTS: | |
| The Informal Data Audit Report shall contain the follow | wing information: |
| 1. Company name and Federal Supply Code for I | Manufacturers (FSCM) making report. |
| 2. Date of report. | |
| 3. Number of informal data items produced per | month. |

- 4. Number of pages of informal data items submitted to reproduction per month.
- 5. Number of page copies reproduced per month.
- 6. Kind of reproduction and number of page copies of each.
- 7. Total cost of producing all informal data per month.
- 8. Total cost of reproducing all informal data per month.
- 9. Comparison of current month with the previous two monthly reports.
- 10. Reasons, if warranted, for load increase or decrease.

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VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET

SPECIAL INSTRUCTIONS:

DRD NO.:

DM-019

A separate report shall be prepared for each specialized user system employed by the contractor. Operating elements common to more than one system need be described in one report only and referenced in the others.

SPECIAL DISTRIBUTION: (IF DISTRIBUTION IS NOT COVERED BY AN EXISTING DDL WRITE IN DISTRIBUTION BELOW)

OUTLINE OF CONTENTS:

The Report shall contain the following information:

- 1. Summary statement of overall system requirements
- 2. Description of system design, including data flow diagrams, functions performed, and input/output capabilities (volume, speed, etc.)
- 3. Input processing, including edit checks, keypunch instructions, conversion (automatic data processing media) instructions, electronic accounting machine (EAM) functions
- 4. Computer operating instructions
- 5. Computer program listing(s), including adequate process description and flow diagrams
- 6. Peripheral equipment operating instructions
- 7. Remote interrogation instructions (for user)
- 8. Special instructions (handling, operating or use)

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| | VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET |
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| | CONTENTS: cument Management Schedule and Status Index for key documents contains the g detailed information on each data item; |
| 1. | Data item (DRD response) number (preassigned) |
| 2. | Office (function) responsible for each task and subtask associated with satisfying requirements of the DRD, i.e., preparation, production, reproduction, distribution, automatic data processing, etc. |
| 3. | Planned date of completion for each task and subtask |
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| VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET |
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| OUTLINE OF CONTENTS: The Distribution Change Request shall contain the following information: |
| 1. Company name and Federal Supply Code for Manufacturers (FSCM) of requestor. |
| 2. Requestor's name and function. |
| 3. Identification number of data item(s) for which a distribution change is requested. |
| 4. Reason for request. |
| 5. Current recipient's name and address. |
| 6. New or changed recipient name and address. |
| 7. Date of request. |

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| 1. Company name and Federal Supply Code for Manufacturers (FSCM) making re | quest. |
| 2. Requestor's name and function. | |
| 3. Date of request. | |
| 4. Identification number of DRD and/or DRL as applicable. | |
| 5. Description and reason for requested change. | |
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| OUTLINE OF The Dat | CONTENTS a Program Training procedure contains the following: |
| 1. | Introduction (Rationale behind procedure and how to use is. Relationship with other procedures). |
| 2. | Scope and applicability (What the procedure covers and who is to use it when). |
| 3. | General policies and procedures (Criteria and constraints retraining: kinds of training, training cycles, etc.) |
| 4. | Training programs (Separated out for data management personnel and users at various organizations and levels). |
| 5. | Appendixes: |
| | (1) Visual aids (2) Bibliography of training documents |

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| VOYAGER DATA REQUIREMENT DESCRIPTION - 2ND SHEET | | | | | |
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| OUTLINE OF CONTENTS: | | | | | |
| This Procedure shall contain the following: | | | | | |
| 1. Introduction (Rationale behind procedure and how to use it. Rela procedures.) | tionship with other | | | | |
| 2. Scope and applicability (What the volume covers and who is to use | e it when.) | | | | |
| 3. General policies and procedures (Minimum essential data; catego | orization of data by | | | | |
| functional management areas and by organizational levels and int versus responses concept; vertical and horizontal relationships a | and traceability.) | | | | |
| 4. Determination of requirements (Use of Voyager Data List; proce reviews of parent documents and contracts; analyses of community | | | | | |
| 5. Definition of requirements (Use of Voyager Data Catalog; specifi | | | | | |
| channels; determination of contents; preparation of DRD's.) 6. Validation of requirements (Screening of data packages; approval | chains: organization | | | | |

7. Imposition of requirements (Use of DRL's contract and noncontract; roles of DRD originators, data management organizations, contract administrators, responders, reviewers, accepters.)

8. Changes to requirements (Change procedures and cycles)

and functions of data review boards.)

- 9. Appendixes
 - a. Voyager Data List
 - b. Voyager Data Catalog
 - c. Forms

DOCUMENTATION RELATIONSHIP TREES

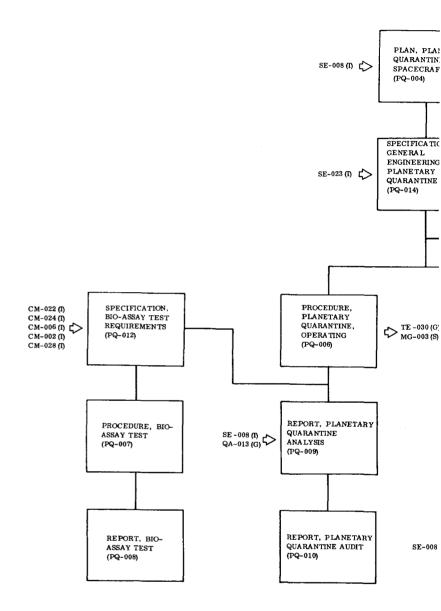
A documentation relationship tree has been prepared to show the relationship of data items within this functional category as well as their relationships across categories.

Relationships within each functional category are shown by constructing a tier pattern beginning with the top-level (or governing) data item and relating in descending order all data items within the category to this top-level data item. (The location of a data item at a given level on the diagram does not necessarily indicate the importance of that specific item but identifies and defines its relation to all other data items in that category.)

Relationships between data items in one category and data items in other functional categories are shown by (1) shaded arrows to indicate the direction of the relationship and (2) an alphabetic code to indicate the nature of the interrelationship as follows:

- a. Data items needed for preparation and/or support of the referenced item. (I)
- b. Data items that are supported or needed by this data item. (S)
- c. Data items that relate "to" and provide information of a general nature but are not required in an input or support role. (G)

Each data item appearing on the Data Item List (DIL) was examined and evaluated with respect to its contribution to, or dependence upon, data items appearing in other categories and is included in the diagrams. Additionally, certain data elements indicated in the user flow diagrams (but currently not identified as individual data items) have been shown within a dashed rectangle to clarify relationships.



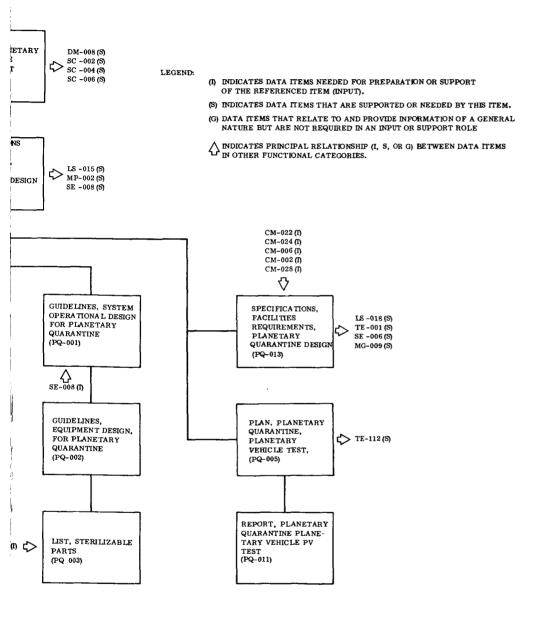


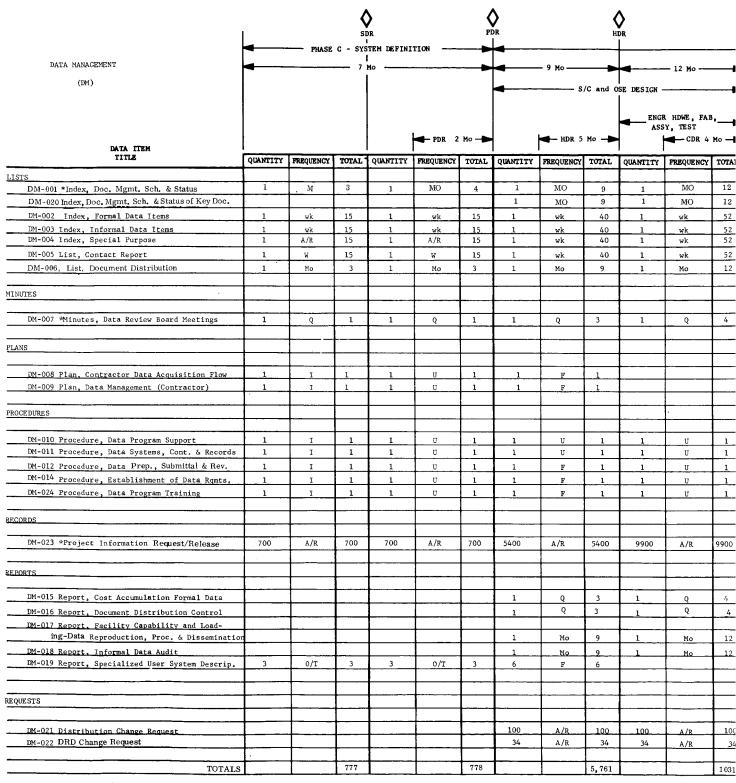
Figure B-1. Planetary Quarantine Documentation Relationship Tree (PQ)

DATA ITEM PHASING/FREQUENCY

Frequency and phasing of data item requirements for control and administration of the Data Management function are shown in Figure K-2, Data Management Data Item Phasing and Frequency Matrix.

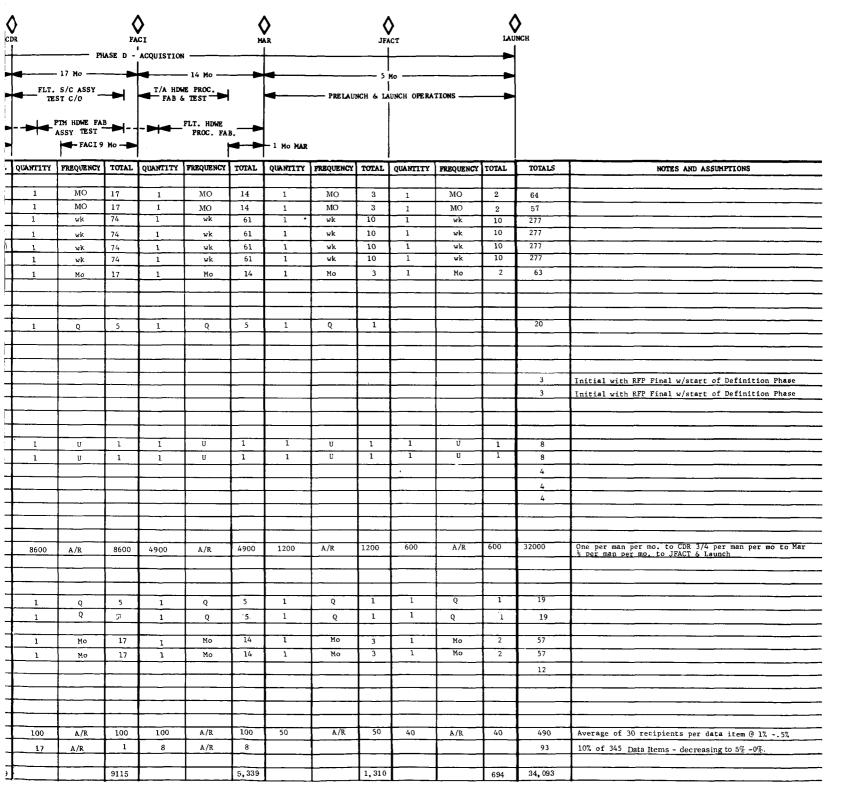
Estimates are based on the Data Item List, 15 December 1966, and a Task "C" start date of 1 April 1968.

Distribution and density of data item preparation requirements are shown in Figure K-3, Data Management Data Item Density Profile. The effect of DM-023, Project Information Request Release (key informal data item) is of particular interest.



*Key Informal Data

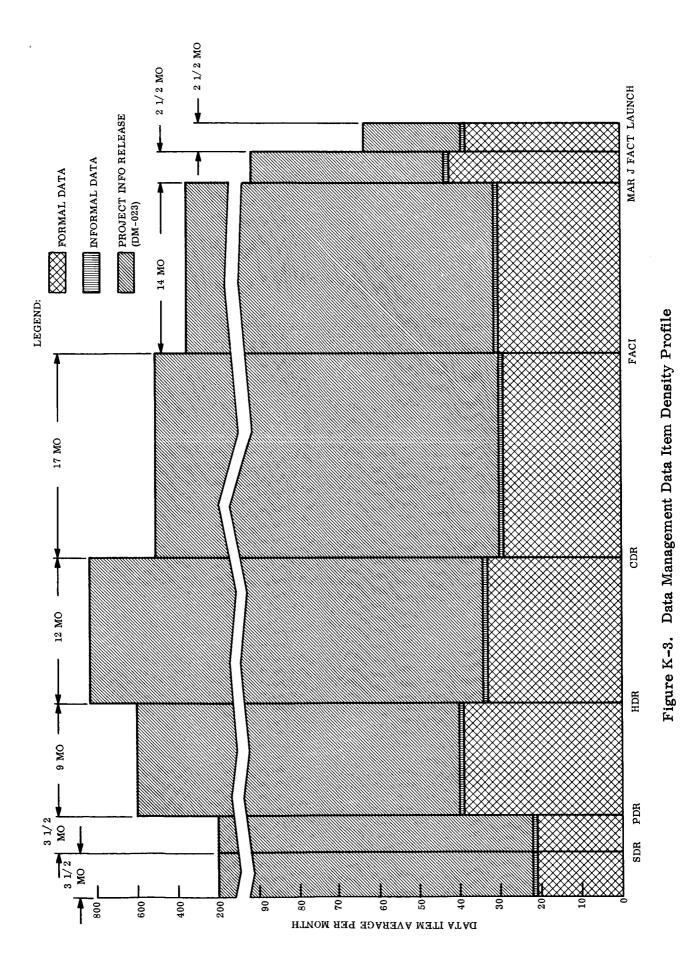
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Figure K-2. Data Management Data Item
Phasing and Frequency Matrix

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